



CITY OF EMPORIA

PUBLIC HEARING

1. South Main Street Improvement Project

AGENDA
EMPORIA CITY COUNCIL
Regular Meeting
TUESDAY, September 18, 2012 - 7:30 P.M.

OPENING PRAYER

ROLL CALL

APPROVAL OF MINUTES

August 27, 2012 ~ Special Meeting
September 4, 2012 ~ Regular Meeting

APPROVAL OF BILLS

REPORTS

Financial and Tax Reports
Commissioner of the Revenue Report
Permit and Inspection Report
Police Report
Sheriff Report
Fire Report
City Attorney Report

APPROVAL OF AGENDA

NEW BUSINESS

- 12-79. South Main Street Improvement Project
- 12-80. DGIF Public Boating Access Program – Request to Approve Resolution
- 12-81. November 6, 2012 Council Meeting – Request to Cancel
- 12-82. Highway Safety Commission – Term Expiration (Meade Horne)
- 12-83. Introduction of Sherry Swinson – TransTech Executive Director
- 12-84. Virginia Peanut Festival Fireworks Resolution

PUBLIC COMMENT



CITY OF EMPORIA

PUBLIC HEARING

1. South Main Street Improvement Project

AGENDA
EMPORIA CITY COUNCIL
Regular Meeting
TUESDAY, September 18, 2012 - 7:30 P.M.

CLOSED SESSION

Closed Meeting pursuant to Virginia Code § 2.2 3711 (A) (5) Discussion concerning a prospective business and (A) (7) Legal matters pertaining to the Citizens National Bank Building.

Virginia Enterprise Zone 2013

MINUTES EMPORIA CITY COUNCIL CITY OF EMPORIA MUNICIPAL BUILDING August 27, 2012

Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.

Emporia City Council held a special meeting on Monday, August 27, 2012 at 6:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Samuel W. Adams, III presided over the meeting.

ROLL CALL

The following City Council members were present:

Councilman F. Woodrow Harris
Councilwoman Deborah D. Dixon
Councilwoman L. Dale Temple
Councilman James Saunders

Others present:

Samuel W. Adams, III Mayor
Brian S. Thrower, City Manger
Steven B. Hall, Assistant City Manager
Tessie S. Wilkins, City Clerk
Jan Harrell, Economic Development Manager

Absent:

C. Butler Barrett, City Attorney
Councilwoman Beverly White
Councilwoman Doris T. White
Councilwoman Carolyn S. Carey

NEW BUSINESS

Mr. Thrower stated that the meeting was called to discuss the Virginia Enterprise Zone 2013.

Mrs. Jan Harrell, Economic Development Manager, provided an overview of the Virginia Enterprise Zone 2013. She stated that an Enterprise Zone is a geographical area of a county or city designated by the Governor as a tool to stimulate jobs creations, private investments, and

revitalization up to twenty years. She also stated that it was first established by the General Assembly in 1982 as the Virginia Enterprise Zone Act as a partnership between state and local government.

Mrs. Harrell stated that the 2005 Enterprise Zone Grant Act authorizes up to thirty zones. She also stated that the zones designated after the EZ Grant Act are for an initial ten year period, with the potential of two 5-year renewals. She further stated that Greenville County (co-applicant) will expire in December 2012. She reported that EZ Grant Act targets localities with the greatest levels of need for economic impetus.

Mrs. Harrell reported that the State role and incentives are to provide site visits and assessments, participate in local workshops and zone promotions, and to provide incentives by DHCD such as Real Property Investment Grant (RPIG) and Job Creation Grant (JCG).

Mr. Thrower stated that the RPIG are investments made to industrial, commercial, or mixed-use real property located in an Enterprise Zone. He also stated that the grants may be used for the rehabilitation or expansion of an existing structure when the zone investor has spent a minimum of \$100,000 in real property investment. He further stated that the grants for new construction may be issued when the zone investor has spent a minimum of \$500,000 in real property investment. He reported that the grants may not exceed \$200,000 per building in a five consecutive year period. He also reported that the grant threshold is up to \$100,000 per building for investments of less than \$5 million and up to \$200,000 per building for investments of \$5 millions and greater. He further reported that the RPIG does include demolition.

Mr. Thrower stated that some of the incentives are Façade Improvement Grants (FIG), Enterprise Zone Loan Pool, Machinery and Tool Tax Grant, Business, Professional, and Occupational License Grants (BPOL), Plan Review, Building, Zoning, and Sign Permit Fee Waivers, and Water and Sewer Tap Fees.

PUBLIC COMMENT

Mayor Adams asked if anyone wished to bring a matter before City Council members adhering to the three minute time limitation.

With there being no comments to come before City Council, Mayor Adams closed the public comment portion of the meeting.

ADJOURNMENT

With no further business to come before City Council, Mayor Adams adjourned the meeting.

Samuel W. Adams, IIII, Mayor

Tessie S. Wilkins, City Clerk

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
September 4, 2012**

Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.

Emporia City Council held a regular meeting on Tuesday, September 4, 2012 at 7:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Samuel W. Adams, III presided over the meeting with James C. Saunders, Council Member offering the invocation.

ROLL CALL

The following City Council members were present:

Councilman F. Woodrow Harris
Councilman James C. Saunders
Councilwoman Doris T. White
Councilwoman Deborah D. Dixon
Councilwoman L. Dale Temple

Others present:

Samuel W. Adams, III, Mayor
Brian S. Thrower, City Manager
C. Butler Barrett, City Attorney
Tessie S. Wilkins, City Clerk
Don Wyatt, Chief of Police

Absent:

Councilwoman Carolyn S. Carey
Councilwoman Beverly White
Steve B. Hall, Assistant City Manager

MINUTES APPROVAL

Councilwoman Temple moved to approve the minutes from the Tuesday, September 4, 2012 Regular City Council meeting minutes as presented, seconded by Councilwoman Dixon, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye

Councilwoman L. Dale Temple aye

AGENDA APPROVAL

Councilwoman Temple moved to approve the agenda as presented, seconded by Councilman Saunders, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

NEW BUSINESS

12-70. Southside Regional Jail Authority (SRJA) Refinancing – Request to Approve Guarantee Resolution

Mr. Thrower reported the results of the RFP that was issued for refinancing of the Authority's 2005 Bond. He stated that the recommended proposal was received from SunTrust with an eleven year fixed rate of 1.96%. He also stated that the refinancing proposal is expected to save the Authority approximately \$44,400 per year.

He recommended that Council approve the resolution approving a guarantee agreement with the SRJA.

Councilman Saunders made a motion to adopt **Resolution No. 12-12** approving a guaranty agreement with the Southside Regional Jail Authority, seconded by Councilman Harris, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-71. Enterprise Zone Program – Request to Approve Resolution Authorizing Submittal of Application

Mr. Thrower reported that the City of Emporia and Greensville County are in the process of developing an application for submission to the Virginia Department of Housing and Community Development (DHCD) for the designation of a joint Emporia-Greensville Enterprise Zone program. He stated that the applications are due by October 1, 2012.

He recommended that Council adopt the resolution authorizing submittal of the joint enterprise zone application.

Councilwoman Temple made a motion to adopt **Resolution No. 12-13** authorizing submittal of the joint enterprise zone application, seconded by Councilwoman Dixon, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-72. VCU Massey Cancer Center – Request for Permit Fee Waiver

Mr. Thrower reported that VCU Massey Cancer Center rented an office at 332 S. Main Street. He stated that VCU Massey Cancer Center is requesting the City to waive the \$25 zoning compliance permit fee required to occupy the building.

Councilman Saunders made a motion to waive the \$25.00 zoning compliance permit fee required to occupy the building at 332 S. Main Street, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

Councilman Harris inquired if the City was going to revisit its policy for situations like this so it can be handle by Administration.

12-73. Carrying the Cross Ministry – Request for Permit Fee Waiver

Mr. Thrower stated that Carrying the Cross Ministry was requesting the City to waive the building permit fees associated with the planned improvements to its building. He also stated that according to the City’s Building Official, the permit fees are \$624.24. He further stated that Mr. Randy Pearce, Building Official, stated that to his knowledge that he doesn’t know of any other churches that has made repairs, and or renovations to request a fee waiver.

Mayor Adams reported that this item be delayed until the City Administration revisit the permit fee waiver policy. Mayor Adams stated that Carrying the Cross Ministry should go ahead and pay the fees at this time if they intend to go forward with the work and that Council may decide to rebate the fees to the church at a later date.

12-74. Halifax Street Wall Repair – Appropriation Ordinance

Mr. Thrower reported that during FY12, the City entered into an agreement with Grizzard Construction Company, Inc. for repairs to the walls on Halifax Street after the demolition project was completed. He stated that a portion of the work was not completed prior to the close of the fiscal year and therefore must be paid for from the FY13 budget. He also

stated that there were funds remaining in the FY12 budget to cover the cost of this work which totals \$10,517.00. He further stated that City Administration requests that Council re-appropriate the funds remaining from the FY12 budget into the FY13 budget to cover the cost of this work.

He recommended that Council adopt the ordinance.

Councilwoman Temple made a motion to adopt **Ordinance No. 12-23** appropriating \$10,517.00 from the Unappropriated Funds Balance of the General Fund for repairs to the walls on Halifax Street, seconded by Councilwoman D. White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-75. Farmers Market Trailhead Improvements Project – Appropriation Ordinance

Mr. Thrower stated that the City entered into an agreement with B & B Consultants, Inc. for engineering work related to the Farmers Market Trailhead Improvements Project in early June. He also stated that the work was not completed prior to the close of the fiscal year and therefore must be paid from the FY13 budget. He further stated that there were funds remaining in the FY12 budget to cover the cost of this work which totals \$9,950.00. He stated that the City Administration request that Council re-appropriate the funds remaining from the FY12 budget into the FY13 budget to cover the cost of work to be done.

He recommended that Council adopt this ordinance.

Councilman Saunders made a motion to adopt **Ordinance No. 12-24** to appropriate the sum of \$9,950.00 from the Unappropriated Fund Balance of the General Fund for Engineering Services for the Farmers' Market Trailhead Improvements Project, seconded by Councilwoman D. White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-76. Emergency Services Communications – Appropriation Ordinance

Mr. Thrower reported that the City had placed an order for a telephone desk set for the Emergency Operations Center in FY12. He also reported that the telephone desk set was not delivered prior to the close of the fiscal year and therefore must be paid from the FY13 budget. He further reported that that City also needed to purchase another radio frequency for the emergency communications. He stated that there were funds remaining in the FY12 budget to cover the telephone desk set and the cost of another radio frequency. He also stated that the City Administration request that Council re-appropriate funds in the amount of \$3,889.00 remaining from the FY12 budget into the FY13 budget to cover the cost of these items.

He recommended that Council adopt the ordinance.

Councilman Saunders made a motion to adopt **Ordinance No. 12-25** to appropriate the sum of \$3,889.00 from the Unappropriated Fund Balance of the General Fund for the Purchase of a telephone desk set and a radio frequency, seconded by Councilwoman Dixon, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-77. Fire Program Funds – Appropriation Ordinance

Mr. Thrower reported that the City annually receives grant funds from the Virginia Department of Fire programs for the Emporia Volunteer Fire Department (EVFD). He stated that the Virginia Department of Fire Programs allows the City to carry the unspent funds over from one fiscal year to the next. He also stated that the City has \$117,969.18 in carry over funds remaining. He further stated that Council will need to re-appropriate \$117,969.18 into the FY13 Operating Budget so that the EVFD can utilize these grant funds.

He recommended that Council adopt the ordinance.

Councilwoman Temple made a motion to adopt **Ordinance No. 12-26** to appropriate the sum of \$117,969.18 in previously received grant funds from the Virginia Department of Fire Programs from the unappropriated fund balance of the General Fund for Fire Programs, seconded by Councilwoman D. White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

12-78. Resolution Supporting Restoration of State Funding for Aid to Localities – Request to Adopt

Mr. Thrower reported that the Commonwealth of Virginia has crippled Virginia localities over the last several years with severe budget cuts to state mandated and high priority local programs and functions including public education, public safety, health and human services, and constitutional officers. He stated that the Virginia Municipal League has requested each locality to adopt a resolution and send a letter to Governor McDonnell requesting that he submit a budget amendment in the next legislative session to restore the FY13 budget cut to localities and eliminate it altogether in FY14.

He recommended that Council adopt the resolution and authorize Mayor Adams to send the letter.

Councilwoman Temple made a motion to adopt **Resolution No. 12-14** supporting restoration of State Funding for aid to localities and authorizing Mayor Adams to send the letter, seconded by Councilwoman Dixon, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Doris T. White	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye

PUBLIC COMMENT

Mayor Adams asked if anyone wished to bring a matter before City Council members adhering to the three minute time limitation.

With there being no comments to come before City Council, Mayor Adams closed the public comment portion of the meeting.

ADJOURNMENT

With no further business to come before City Council, Mayor Adams adjourned the meeting.

Samuel W. Adams, III, Mayor

Tessie S. Wilkins, City Clerk

Review of Bills

September 18, 2012

GENERAL FUND

LEGISLATIVE

Beverly H. White	75.00
Doris T. White	75.00
Jim Saunders	150.00
Municipal Code Corporation	1,173.46
Picture Perfect	170.02
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	2.98
Verizon	28.10
Virginia Municipal Clerks Assoc.	20.00
Xerox Corporation	113.74

EXECUTIVE

Elvin Hicks - Richmond Times	28.00
Gaston Security, Inc.	150.00
Independent Messenger	1,000.00
Northwestern Mutual	2,327.15
Southern Va. Regional Medical Ctr.	93.28
Spivey's Market	59.05
Telpage, Inc.	84.95
Treasurer of Virginia- VITA	10.36
Verizon	501.41
Verizon Wireless	49.62
Virginia Municipal League	370.00
Xerox Corporation	113.74

LAW

Barrett & Lockerman, PC	2,906.33
Troutman Sanders LLP	622.50

REGISTRAR

Election Systems & Software	514.45
Norris M. Dickerson	24.42
Telpage, Inc.	55.00
Treasurer of Virginia - VITA	1.18
Verizon	28.10

SHERIFF

Josephine Fannin	767.81
Michael Smith	69.12
Sadler Brothers Oil Company, Inc.	545.54
Treasurer of Virginia - VITA	3.25
Verizon	185.75
Verizon Wireless	90.69
Virginia Industries for the Blind	37.05

VICTIM WITNESS

Verizon	97.84
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VJCCCA/FAMILY VIOLENCE PREVENTION

Marva Dunn	165.35
Regina Gordon	178.00
Sadler Brothers Oil Company, Inc.	74.80
Telpage, Inc.	49.95
Treasurer of Virginia - VITA	13.88
Verizon	91.03
Verizon Wireless	509.30

SHARED SERVICES

County of Greenville	417,387.49
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FINANCE

B. W. Wilson Paper Company, Inc.	357.65
Blue Cross/Blue Shield of Virginia	38,270.36
Treasurer of Virginia - VITA	9.55
Treasurer of Virginia - VRS	37,164.86
Verizon	83.80
Xerox Corporation	113.73

DEBT SERVICE

BB&T Governmental Finance	5,845.96
The Bank of Southside Virginia	1,129.24
USDA Rural Development	5,000.00

NON-DEPARTMENTAL

BAI Municipal Software	17,857.15
Community Youth Center Limited	1,000.00
Emporia-Greens. Local Law Library	90.00
Emporia-Greenville C.A.R.E.S.	11,760.00
Family YMCA of Emporia-Greens.	15,000.00
Greensville Volunteer Rescue Squad	344.56
Greensville-Emporia Health Dept.	15,424.75
Habitat for Humanity	2,375.00
Meherrin Regional Library	7,711.25
The Improvement Association	8,312.50
The Peanut Festival	3,500.00

EMERGENCY SERVICES

Code Red	7,160.00
Independent Messenger	125.30
Mace, Inc.	2,185.00
Sadler Brothers Oil Company, Inc.	82.79
Treasurer of Virginia - VITA	2.59
Verizon	56.20
Verizon Wireless	49.62

Review of Bills September 18, 2012

TREASURER

B. W. Wilson Paper Company, Inc.	357.65
Independent Messenger	1,234.80
Reliable Office Supplies	525.92
Treasurer of Virginia - VITA	208.65
Verizon	259.03

COMMISSIONER OF REVENUE/ASSESSOR

B. W. Wilson Paper Company, Inc.	357.66
CRAV	600.00
Holiday Inn Bristol	547.20
Independent Messenger	501.20
Quill Corporation	364.21
Treasurer of Virginia - VITA	213.09
Verizon	120.14

COURTS

Connie Louise Edwards, PC	360.00
Crater Youth Care Commission	5,847.00
Southside Regional Jail	105,830.00
Townsend Law Offices	120.00
Treasurer of Virginia - VITA	5.15
Verizon	166.99

FIRE

Dominion Virginia Power	980.91
Emporia Medical Associates, PC	175.00
Emporia Volunteer Fire Dept.	105.29
Fidelity Engineering	736.00
Mecklenburg Electric Cooperative	142.96
Plan 5 Paint & Decorating Center	37.63
Rawlings Brothers Garage & Towing	3,547.96
Sadler Brothers Oil Company, Inc.	310.07
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	7.16
Verizon	224.80
Verizon Wireless	181.38

PARKS & RECREATION

Cintas Corporation	33.04
Sadler Brothers Oil Company, Inc.	164.45

ECONOMIC DEVELOPMENT

Emporia-Greenville Chamber	10.00
Jan Harrell	269.96
Sadler Brothers Oil Company, Inc.	128.96
Southside Virginia Comm. College	50.00
Verizon	250.84
Verizon Wireless	49.62

FACILITIES

Cintas Corporation	555.74
Commonwealth Exterminators, Inc.	220.66
David W. Fladung	448.63
Dominion Virginia Power	3,808.98
Klugel & Son, Inc.	668.05
Mecklenburg Electric Cooperative	988.83
Morris Refrigeration Company, Inc.	7,944.31
R & C Electric Services, Inc.	52.95
Spivey's Market	8.38
The Yellow Room, Inc.	5,649.05

PLANNING AND ZONING

American Housing Specialist	791.75
American Planning Association	255.00
Cynthia Batts	241.80
Dept. of Conservation & Recreation	75.00
Emporia Inn, LLC	999.95
Emporia Storage	110.00
Grizzard Construction	10,517.00
Harrell Contracting, Inc.	42,100.00
Jeff B. Robinson & Associates	43.00
John L. Walston	606.10
Klugel & Son, Inc.	158.00
Patsy A. Brown	177.80
Quill Corporation	722.62
Sadler Brothers Oil Company, Inc.	280.10
Southern Virginia Construction	625.00
Stantec Consulting	5,133.93
Steven B. Hall	120.99
The Walston Group	347.58
Topping Enterprises	453.50
Treasurer of Virginia - VITA	3.31
Verizon	91.94
Verizon Wireless	123.40
Virginia Municipal League	370.00
Wilbert Williams & Sons Bldg Contr.	15,200.00
Xerox Corporation	113.73

ANIMAL CONTROL

Animal Hospital of Emporia	72.00
Sadler Brothers Oil Company, Inc.	200.68
Verizon Wireless	30.23

Review of Bills September 18, 2012

POLICE

Cobb Technologies	183.00
Department of Motor Vehicles	10.00
Digital Safety	4,150.00
Greene's Service Center	16.00
ID Networks, Inc.	2,196.00
InterAct Public Safety Systems	6,726.60
Pugh Lubricants	2,727.90
Sadler Brothers Oil Company, Inc.	7,429.14
Telpage, Inc.	59.95
Treasurer of Virginia	20.00
Treasurer of Virginia - VITA	1,077.19
United Parcel Service	3.66
Verizon	1,455.84
Verizon Wireless	691.56
Virginia Crime Prevention Assoc.	95.00

PUBLIC WORKS

Agri-VA, Inc.	2,551.95
Bakers Waste Equipment	28,996.00
Cintas Corporation	1,771.79
Clarke Mosquito Control	1,852.00
Cobb Technologies, Inc.	182.50
Commercial Ready Mix	1,909.50
Dominion Virginia Power	6,715.51
Fuel Freedom Card	4,531.92
Greensville County Landfill	16,878.44
Hick's Tree Service, LLC	450.00
Holiday Ice	134.55
Independent Messenger	139.72
Machine & Welding Supply, Inc.	66.50
Mecklenburg Electric Cooperative	1,528.39
Postmaster	1,170.00
Pugh Lubricants	2,429.50
Rawlings Brothers Garage & Towing	75.00
Raymond Ridout	32.00
Rightmyer Machine Rentals	2,392.23
Sadler Brothers Oil Company, Inc.	2,317.34
Southside Regional Jail	299.10
Telpage, Inc.	39.95
Treasurer of Virginia - VITA	6.17
Verizon	498.36
Verizon Wireless	210.79

TOTAL GENERAL FUND

\$941,542.11

UTILITY FUND

Aquionics, Inc.	7,277.19
Barrett & Lockerman, PC	1,110.00
Blue Cross/Blue Shield of Virginia	8,037.52
Brenntag Southeast, Inc.	352.24
Chad Wrenn	32.00
Cintas Corporation	860.43
Cobb Technologies, Inc.	260.50
Dewberry & Davis, Inc.	20,719.50
Dominion Virginia Power	4,236.73
Fortiline Waterworks	1,463.96
Fuel Freedom Card	532.42
Hach Company	461.54
Hampton Roads Sanitation District	346.41
Holiday Ice	14.95
John Thorpe	50.00
Mecklenburg Electric Cooperative	9,895.88
Miller Supply Company	1,790.50
Postmaster	708.00
Pugh Lubricants	607.37
Sadler Brothers Oil Company, Inc.	1,401.11
Step Saver Products	530.80
Suffolk Solutions	2,890.88
Telpage, Inc.	79.90
Treasurer of Virginia - VITA	14.61
Treasurer of Virginia - VRS	8,921.22
United Parcel Service	8.90
Univar USA, Inc.	9,075.21
Verizon	1,180.65
Verizon Wireless	196.37
VUPS	24.70

TOTAL UTILITY FUND

\$83,081.49

**CITY OF EMPORIA
CITY COUNCIL MEETING
September 18, 2012
AGENDA MEMORANDUM**

**SUBJECT: FINANCIAL STATEMENT
COLLECTIONS 2010-2012
COLLECTIONS 2007-2009
DELINQUENT TAX SUMMARY-ALL YEARS
2012 PPTRA ALLOTMENT-COMPARISON
SALES & USE TAX COMPARISON
MONTHLY UTILITY DEPT. COMPARISON
CUT OFFS FOR UTILITY CUSTOMERS
UNCOLLECTED UTILITY BILLS
BOOT COLLECTIONS**

W. S. HARRIS, JR., TREASURER

Financial Statement

August 31, 2012

CHECKING / DAILY INVESTMENT

General Fund	Utility Fund
166,330.98	439,119.07

CERTIFICATES OF DEPOSIT / INVESTMENTS

FIRST COMMUNITY BANK	\$384,184.61	MMF @ .10%	NA	General Fund
FIRST COMMUNITY BANK	\$1,500,000.00	12 Mos @ .45%	1/6/2013	General Fund
CARTER BANK & TRUST	\$1,003,986.02	6 Mos @ .45%	1/10/2013	General Fund
CARTER BANK & TRUST	\$1,003,986.02	6 Mos @ .45%	1/10/2013	General Fund
CARTER BANK & TRUST	\$213,590.73	12 Mos @ 1.05%	2/3/2013	General Fund
CARTER BANK & TRUST	\$517,121.13	12 Mos @ 1.05%	2/3/2013	General Fund
CARTER BANK & TRUST	\$517,121.13	12 Mos @ 1.05%	2/3/2013	General Fund
CARTER BANK & TRUST	\$517,121.13	12 Mos @ 1.05%	2/3/2013	General Fund
FIRST COMMUNITY BANK	\$504,173.31	MMF @ .10%	NA	UTILITY FUND
FIRST COMMUNITY BANK	\$500,000.00	12 Mos @ .45%	1/6/2013	UTILITY FUND
CARTER BANK & TRUST	\$501,743.45	6 Mos @ .45%	1/10/2013	UTILITY FUND

Aug-12

RECAP OF 2010 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	2,976,993.81	0.00	3,324.20	2,973,669.61	2,950,207.63	23,461.98
Personal Property	1,141,435.34	99,940.97	55,971.62	1,185,404.69	1,166,749.08	18,655.61
Decals	107,658.50	9,563.00	5,269.15	111,952.35	107,968.30	3,984.05
Personal Property Relief	578,916.57	34,959.61	27,170.32	586,705.86	577,474.56	9,231.30
Public Service	165,731.98	0.00	8,167.59	157,564.39	157,564.39	0.00
TOTAL	4,970,736.20	144,463.58	99,902.88	5,015,296.90	4,959,963.96	55,332.94
2010 Real Estate Tax Collections		99.21%	2010 Personal Property Tax Relief		98.43%	
2010 Personal Property Tax Collections		98.42%	2010 Public Service Tax Collection		100.00%	

RECAP OF 2011 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	2,984,406.93	0.00	2,516.67	2,981,890.26	2,942,461.66	39,428.60
Personal Property	1,244,373.63	26,690.75	31,798.43	1,239,265.95	1,229,620.47	9,645.48
Decals	111,029.00	8,475.00	5,653.43	113,850.57	105,972.89	7,877.68
Personal Property Relief	557,964.29	30,384.27	28,749.59	559,598.97	542,756.76	16,842.21
Public Service	156,479.42	0.00	0.00	156,479.42	156,479.42	0.00
TOTAL	5,054,253.27	65,550.02	68,718.12	5,051,085.17	4,977,291.20	73,793.97
2011 Real Estate Tax Collections		98.67%	2011 Personal Property Tax Relief		96.99%	
2011 Personal Property Tax Collection		99.22%	2011 Public Service Tax Collection		100.00%	

RECAP OF 2012 TAXES

TYPE OF TAX	BAL. FWD. (A)	SUPPLEMENTS (B)	ABATEMENTS (C)	ADJUSTED LEVY (Cols. A+B-C) (D)	COLLECTIONS TO DATE (E)	BALANCE DUE (F)
Real Estate	0.00	0.00	0.00	0.00	0.00	0.00
Personal Property	1,224,318.90	45,547.39	22,735.98	1,247,130.31	1,141,738.78	105,391.53
Decals	104,243.00	1,512.50	2,462.50	103,293.00	69,632.61	33,660.39
Personal Property Relief	560,183.75	34,959.61	30,442.52	564,700.84	435,214.89	129,485.95
Public Service	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	1,888,745.65	82,019.50	55,641.00	1,915,124.15	1,646,586.28	268,537.87
2012 Real Estate Tax Collections		0.00%	2012 Personal Property Tax Relief		77.07%	
2012 Personal Property Tax Collections		91.55%	2012 Public Service Tax Collection		0.00%	
2012 License Fee Collections		67.41%				

Aug-12

RECAP OF 2007 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,673,531.26	29,166.22	14,468.19	2,688,229.29	2,683,631.34	4,597.95
Personal Property	1,270,481.69	232,305.66	109,357.69	1,393,429.66	1,389,296.93	4,132.73
Decals	444,139.00	30,539.61	8,551.33	466,127.28	463,203.60	2,923.68
Personal Property Relief	549,911.50	5,471.39	137,247.89	418,135.00	411,934.36	6,200.64
Public Service	140,577.17	4,462.35	0.00	145,039.52	145,039.52	0.00
TOTAL	5,078,640.62	301,945.23	269,625.10	5,110,960.75	5,093,105.75	17,855.00
2007 Real Estate Tax Collections		99.83%	2007 Personal Property Tax Relief		96.52%	
2007 Personal Property Tax Collections		99.70%	2007 Public Service Tax Collection		100.00%	

RECAP OF 2008 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,703,731.80	15,916.97	11,236.65	2,708,412.12	2,701,212.04	7,200.08
Personal Property	1,288,745.41	42,594.01	81,758.00	1,249,581.42	1,241,951.30	7,630.12
Decals	110,269.50	9,823.17	6,545.00	113,547.67	108,911.70	4,635.97
Personal Property Relief	548,290.97	39,726.80	28,914.65	559,103.12	548,318.45	10,784.67
Public Service	149,011.30	5,341.13	5,341.13	149,011.30	149,011.30	0.00
TOTAL	4,800,048.98	113,402.08	134,147.88	4,779,655.63	4,749,404.79	30,250.84
2008 Real Estate Tax Collections		99.73%	2008 Personal Property Tax Relief		98.07%	
2008 Personal Property Tax Collection		99.39%	2008 Public Service Tax Collection		100.00%	

RECAP OF 2009 TAXES

TYPE OF TAX	BAL. FWD.	SUPPLEMENTS	ABATEMENTS	ADJUSTED LEVY	COLLECTIONS	BALANCE DUE
	(A)	(B)	(C)	(Cols. A+B-C) (D)	TO DATE (E)	
Real Estate	2,942,633.61	3,808.18	6,400.94	2,940,040.85	2,925,490.43	14,550.42
Personal Property	1,214,926.66	219,196.50	218,469.62	1,215,653.54	1,209,296.21	6,357.33
Decals	110,991.50	6,951.00	7,501.50	110,441.00	105,612.97	4,828.03
Personal Property Relief	524,152.89	38,891.54	16,941.09	546,103.34	536,469.66	9,633.68
Public Service	121,797.85	0.00	0.00	121,797.85	121,797.85	0.00
TOTAL	4,914,502.51	268,847.22	249,313.15	4,934,036.58	4,898,667.12	35,369.46
2009 Real Estate Tax Collections		99.51%	2009 Personal Property Tax Relief		98.24%	
2009 Personal Property Tax Collection		99.48%	2009 Public Service Tax Collection		100.00%	

DELINQUENT TAX SUMMARY - FY 2012-2013

August-12

REAL ESTATE TAXES

Tax Year	Balance July 1	Supplements Added	Abatements	Bankruptcy Charge-Offs	Credit Card Collections	Collected to This Month	Collected This Month	Balance
2006	\$4,778.82	\$0.00	\$0.00	\$0.00	\$0.00	\$48.14	\$767.75	\$3,962.93
2005	\$2,874.35	\$0.00	\$0.00	\$0.00	\$0.00	\$48.14	\$0.00	\$2,826.21
2004	\$1,552.93	\$0.00	\$0.00	\$0.00	\$0.00	\$48.14	\$0.00	\$1,504.79
2003	\$1,301.16	\$0.00	\$0.00	\$0.00	\$0.00	\$52.08	\$0.00	\$1,249.08
2002	\$815.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$815.64
2001	\$668.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$668.89
2000	\$378.84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$378.84
1991-1999	\$2,183.52	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,183.52
TOTAL	\$14,554.15	\$0.00	\$0.00	\$0.00	\$0.00	\$196.50	\$767.75	\$13,589.90

PERSONAL PROPERTY TAX

Tax Year	Balance July 1	Supplements Tx Relief	Abatements	Bankruptcy Charge-Offs	Credit Card Collections	Collected To This Month	Collected This Month	Balance
2006 Net Tax	\$4,268.98	\$0.00	\$0.00	\$0.00	\$0.00	\$18.68	\$0.00	\$4,250.30
2005 Net Tax	\$5,828.49	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,828.49
2004 Net Tax	\$2,144.97	\$0.00	\$0.00	\$0.00	\$0.00	\$12.63	\$61.24	\$2,071.10
2002-2003	\$6,116.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,116.99
TOTAL	\$18,359.43	\$0.00	\$0.00	\$0.00	\$0.00	\$31.31	\$61.24	\$18,266.88

Grand Total of All Delinquent	\$32,913.58	\$0.00	\$0.00	\$0.00	\$0.00	\$227.81	\$828.99	\$31,856.78
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2012 PPTRA ALLOTMENT - COMPARISON

TOTAL ALLOTMENT FROM STATE - \$570,316.00

TOTAL PPTRA ASSESSED - 63.00% **\$560,183.75**

COLLECTIONS THRU PAID BILLS

Jun-12	\$77,473.15
Jul-12	\$213,837.12
Aug-12	\$143,904.62

ABATEMENTS **-\$30,442.52**

SUPPLEMENTS **\$34,959.61**

TOTAL REMAINING FROM UNPAID BILLS **\$129,485.95**

1st Payment from State **\$145,727.85** **07/31/12**

2nd Payment from State **\$169,836.72** **08/15/12**

Local Sales & Use Tax Collection Comparison

Local Sales & Use Tax

Month	2010 Calendar Year	2011 Calendar Year	2012 Calendar Year	2013 Calendar Year
	Collected	Collected	Collected	Collected
January	\$123,188.30	\$110,239.00	\$127,062.93	
February	\$124,584.85	\$125,876.99	\$126,296.95	
March	\$98,553.01	\$104,593.90	\$102,337.33	
April	\$101,965.72	\$119,737.24	\$137,369.57	
May	\$116,312.04	\$123,865.11	\$135,414.13	
June	\$113,585.83	\$131,026.53	\$110,435.22	
July	\$117,703.51	\$180,490.56	\$116,536.54	
August	\$126,634.72	\$53,547.37	\$117,795.21	
September	\$124,733.84	\$119,307.80		
October	\$121,693.93	\$123,419.00		
November	\$121,716.50	\$119,256.67		
December	\$101,874.52	\$117,432.90		
Yearly Total	\$1,392,546.77	\$1,428,793.07	\$973,247.88	\$0.00

State Sales & Use Tax Collection Comparison

State Sales & Use Tax

Month	2010 Calendar Year	2011 Calendar Year	2012 Calendar Year	2013 Calendar Year
	Collected	Collected	Collected	Collected
January	\$81,853.28	\$76,745.66	\$81,464.16	
February	\$84,478.90	\$92,440.02	\$91,897.24	
March	\$65,632.54	\$63,957.82	\$72,512.86	
April	\$57,976.52	\$69,216.00	\$70,609.86	
May	\$77,024.82	\$78,000.40	\$85,665.32	
June	\$80,105.98	\$85,721.72	\$85,637.98	
July	\$68,470.08	\$72,832.12	\$78,791.66	
August	\$86,929.30	\$84,321.66	\$89,692.72	
September	\$73,798.74	\$74,027.06		
October	\$70,426.24	\$78,763.86		
November	\$77,002.46	\$77,775.18		
December	\$76,745.66	\$77,868.98		
Yearly Total	\$900,444.52	\$931,670.48	\$656,271.80	\$0.00

**Monthly Comparison of
Collected Utility Fund Revenue & Completed Service Orders**

FY12-13

	July	August	September	October	November	December
Water	90,099.63	101,686.13				
Sewer	98,186.35	105,530.11				
Meter Charge	4,442.98	4,539.38				
Water Taps	0.00	3,000.00				
Sewer Taps	0.00	4,000.00				
Sale of Materials	0.00	57.00				
Penalties	5,178.78	5,241.93				
Cut on/off Fees	4,320.00	2,610.00				
Water Sales-Bulk Water	367.23	646.70				
Sewer Services	535.01	15,603.87				
Miscellaneous	0.00	1,000.00				
Total Revenue For the Month	203,129.98	243,915.12	0.00	0.00	0.00	0.00

	January	February	March	April	May	June	YTD Category Tot
Water							191,785.76
Sewer							203,716.46
Meter Charge							8,982.36
Water Taps							3,000.00
Sewer Taps							4,000.00
Sale of Materials							57.00
Penalties							10,420.71
Cut on/off Fees							6,930.00
Water Sales-Bulk Water							1,013.93
Sewer Services							16,138.88
Miscellaneous							1,000.00
Total Revenue for the Month	0.00	0.00	0.00	0.00	0.00	0.00	

	July	August	September	October	November	December
Service Orders						
Ttl Off/On Requests	59	60				
Ttl Leak Inquiries	15	17				
Ttl Service Orders For the Month	74	77	0	0	0	0

	January	February	March	April	May	June	YTD Order Totals
Service Orders							
Ttl Off/On Requests							119
Ttl Leak Inquiries							32
Ttl Service Orders For the Month	0	0	0	0	0	0	

YTD Revenue Total All Depts. **447,045.10** YTD Service Order **151**

**REPORT OF CUT OFFS TO UTILITY ACCOUNTS SINCE
EXTENSION OF PAYMENTS TO NEXT MONTH**

JULY 06 STARTED CHANGE-DID NOT CUT WATER OFF THIS MONTH

**AUGUST 24
SEPTEMBER 55
OCTOBER 45
NOVEMBER 27
DECEMBER 77**

2007		2008		2009		2010	
JANUARY	58	JANUARY	45	JANUARY	62	JANUARY	103
FEBRUARY	32	FEBRUARY	63	FEBRUARY	56	FEBRUARY	44
MARCH	35	MARCH	71	MARCH	74	MARCH	46
APRIL	49	APRIL	44	APRIL	28	APRIL	63
MAY	63	MAY	71	May	56	MAY	86
JUNE	66	JUNE	82	June	86	JUNE	58
JULY	76	JULY	67	JULY	53	JULY	74
AUGUST	67	AUGUST	86	AUGUST	90	AUGUST	78
SEPTEMBER	75	SEPTEMBER	94	SEPT	49	SEPTEMBER	66
OCTOBER	93	OCTOBER	43	OCTOBER	72	OCTOBER	86
NOVEMBER	51	NOVEMBER	39	NOVEMBER	46	NOVEMBER	54
DECEMBER	71	DECEMBER	71	DECEMBER	130	DECEMBER	44

2011		2012	
JANUARY	86	JANUARY	68
FEBRUARY	30	FEBRUARY	45
MARCH	31	MARCH	48
APRIL	48	APRIL	70
MAY	83	MAY	43
JUNE	281	JUNE	79
JULY	130	JULY	80
AUGUST	85	AUGUST	75
SEPTEMBER	83	SEPTEMBER	
OCTOBER	66	OCTOBER	
NOVEMBER	86	NOVEMBER	
DECEMBER	61	DECEMBER	

UNCOLLECTED UTILITY BILLS

BEGINNING BALANCE JULY 2006	54043.62	54043.62
BALANCE ADDED AFTER 2 MONTHS EXT	31012.65	85056.27
BALANCES ADDED FOR 2009	10028.85	95085.12
COLLECTIONS 2009	-4577.96	90507.16
BALANCES ADDED FOR 2010	56074.78	146601.94
COLLECTIONS 2010	-21349.82	125252.12
BALANCES ADDED FOR 2011	43729.33	168981.45
COLLECTIONS 2011	-30063.76	138917.69
BALANCES ADDED JAN. 2012	3654.19	142571.88
COLLECTIONS JAN. 2012	-899.57	141672.31
BALANCES ADDED FEB 2012	1744.45	143417.06
COLLECTIONS FEB. 2012	-5820.42	137596.64
BALANCES ADDED MAR. 2012	1306.93	138903.57
COLLECTIONS MAR. 2012	-1411.41	137492.16
BALANCES ADDED APRIL 2012	1861.07	139353.23
COLLECTIONS APRIL 2012	-2583.37	136769.86
BALANCES ADDED MAY 2012	1819.82	138589.68
COLLECTIONS MAY 2012	-1846.15	136743.53
BALANCES ADDED JUNE 2012	2046.65	138790.18
COLLECTIONS JUNE 2012	-2410.73	136379.45
BALANCES ADDED JULY 2012	1567.99	137947.44
COLLECTIONS JULY 2012	-1688.30	136259.14
BALANCE ADDED AUGUST 2012	2905.09	139164.23
COLLECTIONS AUGUST 2012	-901.35	138262.88

City of Emporia



Commissioner of the Revenue

P. O. Box 956

Emporia, Virginia 23847

TELEPHONE (434) 634-5405

September 13, 2012

JOYCE E. PRINCE
COMMISSIONER

LISA D. COUNCIL
DEPUTY COMMISSIONER

The Honorable Mayor
City Council
City Manager

Dear Members of Council:

During the month of August a total of \$402.00 was processed for City Business License.

Transient tax totaled \$102,155.21 for the month of July and processed during August.

Meal tax processed during the month of August totaled \$165,534.03 with an additional \$1,147.61 for prior months.

The usual comparison of meal and transient tax processed during August to the same time period last year is as follows:

	<u>July 2011</u>	<u>July 2012</u>
Meal Tax	\$ 163,923.50	\$ 165,534.03
Transient Tax	\$ 94,398.84	\$ 102,155.21

Respectfully,

Joyce E. Prince



CITY OF EMPORIA

DEPARTMENT OF INSPECTIONS

**August - 2012
Code Enforcement Monthly Report**

Notices Issued

Resolved

Inoperable Vehicles - 3

4- By Owner

Weeds / Grass - 11

**2- By Owner
5- By City Contractor**

Property Maintenance - 3

6- By Owner

Zoning - 0

10- By Owner

Cases Turned Over To City Attorney – 6

Total Notices Issued – 17

Invoiced Notices- 5

**Weeds / Grass – 5
Inoperable Vehicle- 0
Demolition- 0**

**Total- Weeds/ Grass- \$1,096.60
Inoperable Vehicles- 0
Demolition- 0
Total Amount- \$1,096.60**

Signature :

Supervisor :

Emporia Police Department Statistics
Arrests by Race

August 2012

	Black	%	White	%	Other	%
Criminal Arrests	53	77%	11	16%	5	7%
Selective Tickets	316	34%	479	52%	126	14%
Regular Tickets	28	55%	22	43%	1	2%

IBR Offense Counts 8/1/2012-8/31/2012 Emporia Police Department

1	09A-Murder/Nonnegligent Manslaughter
2	13A-Aggravated Assault
6	13B-Simple Assault
7	220-Burglary/Breaking & Entering
5	23C-Shoplifting
1	23D-Theft From Building
2	23F-Theft From Motor Vehicle
10	23H-All Other Larceny
3	250-Counterfeiting/Forgery
2	26A-False Pretenses/Swindle/Confidence Game
1	26B-Credit Card/Automatic Teller Machine Fraud
1	270-Embezzlement
15	290-Destruction/Damage/Vandalism of Property
9	35A-Drug/Narcotic Violations
3	520-Weapon Law Violations
3	90A-Bad Checks
1	90B-Curfew/Loitering/Vagrancy
2	90C-Disorderly Conduct
1	90D-Driving Under the Influence
9	90E-Drunkenness
1	90G-Liquor Law Violations
1	90H-Peeping Tom
2	90I-Runaway
3	90J-Trespass of Real Property
49	90Z-All Other Offenses
	49 Unclassified 90Z

140	Total Offenses Reported
119	Total Incidents Reported

Criminal Arrestees

August 2012

Resident – 41

Non-resident - 27

CONSENT SEARCHES

DATE	RACE	REASON	RESULTS	ARREST
8/2/12	b/m	Traffic stop	weapon	yes

**Noise complaints
August 2012**

Loud Music from Vehicle – 1 no summons

Loud Music from Residence –3 no summons

Schools

August 2012

R. Harris and J. Romano attended LE Supervisor II training July 30 – August 3.

T. Allen and D. Jarratt attended Task Force Training August 13 – 16.

J. Baird attended FTO Development August 13-17.

W. King attended Basic Crime Prevention School in Henrico August 20-24.

D. Shidell attended Instructor Radar Operator at Crater August 27-30.

T. Hawkins and B. Osborn attended Avoiding Potential Police Traps at Crater on August 31.



City of Emporia Sheriff's Office

201 South Main Street
P. O. Box 511
Emporia, VA 23847
Phone: (434) 634-4671



September 6, 2012

From the Office of:

Sheriff Sam C. Brown

**The Honorable Mayor
City Manager
Honorable Members of City Council**

Dear Members of City Council:

The Emporia Sheriff's Office spent approximately 165 hours in General District and Juvenile & Domestic Relations Court in August, 2012. We served a total of 352 civil papers. These are broken down as follows:

Arrest Warrant	1
Capias	2
Change in Payee	2
Detention Order	4
Debt	4
Detinue	11
Garnishments	11
Interrogatories	1
Misdemeanor Warrants	21
Notice of Lien	2
Notice	13
Payroll deduction order	1
Protective Order	11
Subpoena Duces Tecum	4
Show Cause	14
Support Order	4
Summons	226
Transportation	9
Unlawful Detainer	11

We collected \$24.00 Sheriff Fees for the month of August, 2012. We had 9 transports for the month.

Sincerely,

A handwritten signature in cursive script that reads "Sam C. Brown".

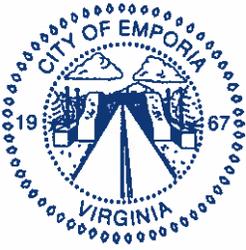
Sam C. Brown, Sheriff

Detailed Selected Statistics & Management Activity

Selected Coded Field: Basic: Incident Type

Report Period: From 08/01/2012 to 08/31/2012

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXP's	AVG # SUPPR PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR APPR	AVG # EMS APPR	AVG # OTHER APPR	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
111	Building fires	1	4.35 %	0	20.00	0.00	1.00	5.00	0.00	1.00	15.75	15.75	7.00
143	Grass fire	1	4.35 %	0	6.00	0.00	0.00	2.00	0.00	0.00	2.30	2.30	11.00
322	Vehicle accident with injuries	10	43.48 %	0	12.60	0.00	0.80	2.50	0.00	0.80	12.05	120.48	7.00
324	Motor vehicle accident with no injuries	6	26.09 %	0	8.17	0.00	1.00	1.83	0.00	1.00	6.23	37.38	12.00
352	Extrication of victim(s) from vehicle	1	4.35 %	0	18.00	0.00	1.00	3.00	0.00	1.00	58.58	58.58	14.00
611	Dispatched & canceled en route	4	17.39 %	0	6.50	0.00	0.50	2.00	0.00	0.50	2.95	11.78	10.00
	Totals	23	100.00 %	0	10.65	0.00	0.78	2.35	0.00	0.78	10.71	246.28	9.20
	Mutual Aid Given Incidents	1											



CITY OF EMPORIA

Memorandum

September 14, 2012

TO: Honorable Mayor and City Council
FROM: Steven B. Hall, Assistant City Manager SH
SUBJECT: South Main Street Improvement Project
ITEM #: 12-79

The City has received a revised Administrative Agreement from VDOT including the most recent grant allocation of \$175,000, which fully funds the project. To date, the project has been awarded a total of \$1,365,484 in grant funds.

As you are aware, utility companies have been working the past year to relocate facilities along South Main Street from Spring Street to past Logan's Diner. I am pleased to inform you Phase I: Utility Relocation is very near its completion. Staff will hold an on-site meeting with Verizon to determine the best course of action regarding removal of the obsolete poles. Poles currently supporting the traffic signal must remain until the new ornamental pole is erected.

Coordination with Stantec and Mr. Archie Drudge continues regarding the Phase II Streetscape design. 50% plans have been reviewed by City staff and VDOT and are currently being revised by Stantec to include comments. City staff has also reviewed selections for streetscape amenities and offered preliminary selections to Stantec for inclusion in the design. Items selected include:

- **Union Metal** – the “National Family” collection for traffic poles (curved rigid flange with flute pole design), pedestrian light poles, street/stop signs, bollards, etc.
 - All poles BLACK
 - Pedestrian crossing amenities at intersections
 - Attachments for American flags and street banners
- **Victor Stanley, Inc** – the “T-Series” collection for site furniture (litter receptacles – convex with dome lid, ash urns, tree guards)
 - ALL items “powder coated” BLACK
 - “**Prairie Series**” bike rack
 - “**Classic Series**” benches

Additionally, brick pavers between intersections, designed sidewalks and permanent planter boxes will be constructed as part of the improvements. All improvements will be completed through the procurement of one General Contractor.

The aggressive, tentative, estimated schedule to complete the project is as follows:

- Late September 2012
 - Complete proposed bid document
 - To include: technical specs, VDOT admin requirements, instructions to bidders, bid form, advertisement date, etc.
 - Itemized Engineer's Estimate
- October 2012
 - SUBMIT PRELIMINARY BID PACKAGE to VDOT for review including:
 - 90% drawings, three copies of bid document and itemized engineer's estimate. 9/3/12 9/24/12?
 - 60-90 days VDOT review time
 - Initiate VDOT Civil Rights evaluation
- January 2013
 - After plans and bid document finalized; obtain federal authorization to advertise
 - ADVERTISE FOR CONSTRUCTION!!!
- February 2013
 - Receive and review bids internally
- March 2013
 - VDOT/CITY formal approval of bids and award of project
- April 2013
 - Construction begins
- October 2013
 - Project completion

Recommendation

This item is for your information only.



CITY OF EMPORIA

Memorandum

September 14, 2012

TO: Honorable Mayor and City Council

FROM: Steven B. Hall, Assistant City Manager *StH*

SUBJECT: DGIF Public Boating Access Program – Request to Approve Resolution

ITEM #: 12-80

As you are aware, the City procured B&B Consultants to complete engineering plans for the Farmers Market Trailhead improvements. The proposed improvements include a canoe/kayak/small boat launch on the south bank of the Meherrin River. The Virginia Department of Game and Inland Fisheries has announced the availability of grants for fiscal year (FY) 2013 and is requesting applications.

Administration is seeking your authorization to apply for funding through this program under the category of “Small Power Boating Access.” This is a site that provides for non-trailer hand launch boats and at least 5 parking spaces. Should funding be awarded, this category will provide a maximum of \$25,000.

Based on the cost estimate prepared by B&B Consultants, the total construction cost of the trailhead improvements with a 7% contingency is \$146,777.25. It is anticipated this request will be packaged with other City projects in a FY14 budget request.

However, in order to proceed, a resolution must first be approved by the local governing body in support of the project.

Recommendation

I recommend you approve the attached resolution.

Attachments

Resolution

Resolution No. _____

Resolution

Application for Public Boating Access Facilities Grant

WHEREAS, The Virginia Department of Game and Inland Fisheries has announced the availability of grants for fiscal year 2013 and has requested applications from localities; and

WHEREAS, The purposes of the grants are to assist localities in providing public opportunities for boating access facilities for new development or the renovation or improvements to existing public boating access facilities; and

WHEREAS, Recreational boating is a popular activity and there are approximately 250,000 registered boats in Virginia; and

WHEREAS, Many more boats (canoes/kayaks) that are not registered use existing facilities or are in need of additional sites; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Emporia hereby recognizes the need for public boating access facilities within the City; and

BE IT FURTHER RESOLVED, that the City of Emporia supports the application to the Virginia Department of Game and Inland Fisheries' Public Boating Access Facilities Grant program,

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute, on behalf of the City of Emporia, all necessary documents and agreements required in conjunction with submitting said application.

Adopted: September 18, 2012

City of Emporia, Virginia

By _____
Samuel W. Adams, III
Mayor

Tessie S. Wilkins
City Clerk



CITY OF EMPORIA

Memorandum

September 14, 2012

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: November 6, 2012 Council Meeting – Request to Cancel
ITEM #: 12-81

I recommend you cancel your November 6, 2012 meeting, due to Election Day falling on that same day.



CITY OF EMPORIA

MEMORANDUM

September 14, 2012

TO: The Honorable Mayor and City Council

FROM: Brian S. Thrower, City Manager

SUBJECT: Highway Safety Commission – Term Expiration (Meade Horne)

ITEM: 12-82

On September 30, 2012 Mr. Meade Horne's three (3) year term on the City of Emporia's Highway Safety Commission will expire. Mr. Horne has indicated that he does wish to be considered for reappointment.

Recommendation:

This information is provided to City Council for consideration.

Attachment:

No attachment



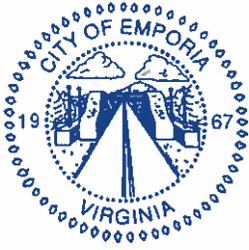
CITY OF EMPORIA

Memorandum

September 14, 2012

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Introduction of Sherry Swinson – TransTech Executive Director
ITEM #: 12-83

Sherry Swinson, the newly hired Commonwealth TransTech Alliance Executive Director, is in attendance at tonight's meeting.



CITY OF EMPORIA

MEMORANDUM

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager
DATE: September 14, 2012
SUBJECT: Virginia Peanut Festival Fireworks Resolution
ITEM #: 12-84

In accordance with *Article III. Fireworks; Section 38-68. Use and Discharge* of the City of Emporia's Code of Ordinances, I have attached a resolution requesting authorization for the use of fireworks by the Virginia Peanut Festival Committee as part of the 2012 Peanut Festival celebration.

Recommendation

This information is provided for City Council's consideration.

Attachment

Resolution for Adoption

Article III. Fireworks; Section 38-68. Use and Discharge of the City of Emporia's code of Ordinances

Sec. 38-68. Use and discharge.

The use or discharge of fireworks is prohibited except that pyrotechnic displays may be authorized by resolution of the council when under the control of qualified individuals, and the time, place and manner of such display is approved by the fire marshal.

(Code 1972, § 14-36; Ord. No. 00-05, 5-2-00; Ord. No. 08-01, 1-15-08)

State law references: Authority of city to regulate or prohibit the use, etc., of fireworks, Code of Virginia, § 15.2-974.

Resolution No. _____

Resolution

A Resolution Authorizing the Use and Display
of Fireworks by the Virginia Peanut Festival
Committee

WHEREAS, the Virginia Peanut Festival Committee desires to conduct a fireworks display on Saturday, September 22, 2012, as part of the 2012 Virginia Peanut Festival for the benefit of the citizens of the Emporia and its environs; and

WHEREAS, Virginia Peanut Festival Committee is requesting approval of the Council of the City of Emporia to conduct the said fireworks display.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Emporia, Virginia as follows:

Section 1. That the Council of the City of Emporia hereby approves the request from the Virginia Peanut Festival Committee to conduct a fireworks display on Saturday, September 22, 2012 and authorizes the same.

Section 2. That the City Manager is hereby authorized and directed to do all things necessary to implement the intent of this resolution.

Adopted: September 18, 2012

City of Emporia, Virginia

By _____
Samuel W. Adams, III
Mayor

Tessie S. Wilkins
City Clerk